



# CONFIDENTIAL MEETING OF THE PORT PHILLIP CITY COUNCIL

## AGENDA

2 FEBRUARY 2022



Please consider  
the environment  
before printing



Consider carefully how  
the information in this  
document is transmitted



## CONFIDENTIAL MEETING OF THE PORT PHILLIP CITY COUNCIL

### Confidential Meeting of the Port Phillip City Council

Wednesday, 2 February 2022

Section 66 of the Local Government Act 2020, provides that a Council may resolve to close a meeting to members of the public if:

- (a) the meeting is to consider confidential information; or*
- (b) security reasons; or*
- (c) it is necessary to do so to enable the meeting to proceed in an orderly manner.*

*Confidential information means the following information—*

- (a) Council business information;*
- (b) security information;*
- (c) land use planning information;*
- (d) law enforcement information;*
- (e) legal privileged information;*
- (f) personal information;*
- (g) private commercial information;*
- (h) confidential meeting information;*
- (i) internal arbitration information;*
- (j) Councillor Conduct Panel confidential information;*
- (k) information prescribed by the regulations to be confidential information;*
- (l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*



## 17. CONFIDENTIAL MATTERS

*The information contained in the following Council reports is considered to be Confidential Information in accordance with Section 3 of the Local Government Act 2020.*

<b>Report No.</b>	<b>Report Title</b>	<b>Confidential reasons</b>
17.1	<i>Audit and Risk Committee - Independent Member Appointment</i>	<i>(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.</i>



**17.1** **AUDIT AND RISK COMMITTEE - INDEPENDENT MEMBER APPOINTMENT**

**EXECUTIVE MEMBER:** **CLAIRE STEVENS, GENERAL MANAGER, GOVERNANCE AND ORGANISATIONAL CAPABILITY**

**PREPARED BY:** **JULIE SNOWDEN, COORDINATOR RISK AND ASSURANCE**

**1. PURPOSE**

- 1.1 To seek the Council's approval to appoint an independent member to the City of Port Phillip Audit and Risk Committee.

**2. EXECUTIVE SUMMARY**

- 2.1 Council is required by the Local Government Act 2020 (the Act) to establish an audit committee as an advisory committee of Council.
- 2.2 The membership structure of the Audit and Risk Committee is set out in the Committee Charter.
- 2.3 In Accordance with the Charter:
- 2.3.1 The appointment of independent members is the responsibility of Council.
- 2.3.2 Independent members shall be appointed for a term of up to three years. At the conclusion of their first term, existing members will be eligible to apply to be reappointed which is at the discretion of Council.

**3. RECOMMENDATION**

That Council:

- 3.1 Notes that an open recruitment process was undertaken for an independent member of the City of Port Phillip Audit and Risk Committee and as a result of this process appoints Mr Brian Densem commencing April 2022 for a period of three years ending April 2025.
- 3.2 Makes public this report following acceptance of the appointment by Mr Densem, and notification to unsuccessful applicants.

**4. KEY POINTS/ISSUES**

- 4.1 The term of one of the three independent members is due to expire 01 April 2022.
- 4.2 In accordance with the Charter, as the independent member has already exercised their right to be reappointed, the vacancy was advertised.
- 4.3 An advertisement seeking applications for independent membership of the Committee was placed on the Council's website under public notices, Seek, LinkedIn, The Age Saturday 27 November 2021 and the Australian Institute of Company Directors.
- 4.4 Twenty-two applications for the position were received.
- 4.5 Following an assessment of the applications against the agreed selection criteria, three applicants were shortlisted for interviewing, including existing incumbent Mr Brian Densem.
- 4.6 The interview panel comprised the Mayor, an Audit and Risk Committee Independent member and Mr Brian Tee, a senior officer within the Council.



- 4.7 All panel members as well as those staff associated with processing the recruitment completed a conflict of interest declaration. No actual conflicts were identified however a perceived conflict of interest was noted – by those staff who provide secretariat support for the Audit and Risk Committee and for the Mayor and independent member who have worked in an official capacity with one of the applicants. Mr Tee’s role on the Committee was to provide independence, having no day to day interaction with audit committee members.
- 4.8 The panel conducted the three interviews on Thursday 20 January 2022, unanimously recommending Mr Densem be appointed to the Committee.
- 4.9 The view of the panel was that Mr Densem was a clear stand-out applicant with impressive qualifications. Mr Densem is a Certified Practising Accountant, a Professional Fellow of the Institute of Internal Auditors and is Chief of Audit at a leading Australian mutual company. He has extensive knowledge of internal audit, risk management and compliance, and exposure to numerous industries, with a primary focus on financial services. Mr Densem is a member of two other local government Audit and Risk Committees, and a Board member of a community health service which includes roles on the Audit and Risk and Finance Committees.
- 4.10 Throughout the interview, Mr Densem clearly detailed the skills and insight that his background allowed him to bring to an audit committee role.
- 4.11 The Audit and Risk Committee has been functioning well as a group for a period of time, with the panel agreeing that Mr Densem complements the skills of other members, has a lot to offer with a solid understanding of how Port Phillip Council works, is very personable, well respected and will definitely continue to add value.

## **5. CONSULTATION AND STAKEHOLDERS**

- 5.1 The interview panel comprising the Mayor, Audit and Risk Committee independent member and a senior officer of Council were involved in the analysis of the preferred applicants’ applications against the agreed selection criteria

## **6. LEGAL AND RISK IMPLICATIONS**

- 6.1 Persons appointed to the Audit and Risk Committee should have relevant experience and meet the professional qualifications of the Charter. The preferred applicant has met the requirements.

## **7. FINANCIAL IMPACT**

- 7.1 The remuneration paid to independent members of the Audit and Risk Committee is allocated in the budget process.

## **8. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY**

- 8.1 Well Governed – high quality governance, risk and assurance services over the operations of Council.

## **9. OFFICER DIRECT OR INDIRECT INTEREST**

- 9.1 No officers involved in the preparation of this report have any material or general interest in the matter.

## **ATTACHMENTS**

Nil